

**STREETS AND SANITATION COMMITTEE
MEETING MINUTES**

*February 25, 2013
6:30 p.m.*

MEMBERS PRESENT

Jim Brey
Jason Sladky
Allan Schema
Tyler Martell

STAFF PRESENT

Greg Minikel
Sonja Birr
Kevin Glaeser

OTHERS

Charlie Mathews, HTR
Mike Check
Tony Burgarino

MEMBERS ABSENT

Dave Soeldner

Announcement that meeting is being taped and audio tape will be available to the public on City's website

J. Brey made an announcement that the meeting is being recorded and will be posted to the City website.

Approval of the Minutes from 1/14/13

J. Sladky made a motion to approve the minutes from the January 14, 2013 meeting. A. Schema seconded the motion.

Motion carried unanimously, no further discussion.

Discussion and possible action on changes or modifications to the Evergreen Cemetery Fee Schedule

K. Glaeser recommended increasing some of the cemetery fees to become more in-line with other cemeteries and their fee structures. He proceeded to explain the changes that were made and that there is a new surcharge to disinter/rebury cremains during a full grave opening.

J. Sladky wanted to discuss another agenda item which allows staff to assist the pallbearers. He said he doesn't want this to go away as mentioned in a letter that Kevin is requesting permission to send out to the funeral homes.

K. Glaeser said that he doesn't have the staff right now, but this might be possible in the summer months when we have seasonal employees available. He also felt that this could potentially be a liability issue.

J. Brey thought that if we attached a fee to this, it would become a service and then the liability wouldn't be there. He did understand too that we just don't have the staff available at this time.

K. Glaeser said that he thought that the funeral homes should be providing this service.

J. Sladky said that people may just expect the assistance and feel it may be owed to them as life-long residents.

J. Brey recommended asking the City Attorney to address these concerns and inform us of any liability issues with our staff assisting as pallbearers.

K. Glaeser said on rare occasion there is no family and the casket is dropped off for the Cemetery to handle on their own.

A. Schema made a motion to approve the Evergreen Cemetery Fee Schedule as submitted. J. Brey seconded the motion.

Motion carried unanimously, no further discussion.

Discussion and possible action on a proposed letter from the Evergreen Cemetery Manager discussing hours and the possibility of elimination of the city staff assistance

The Committee discussed discontinuing the use of city staff as pallbearers when the family or funeral home does not have a sufficient number of people to carry the casket. J. Sladky was not comfortable with eliminating this assistance/service. The letter shall not be sent out until the City Attorney can address our concerns.

J. Brey recommended asking the City Attorney for his opinion on liability issues. Bring this item back to the next meeting.

Discussion and possible action regarding the request from David Naidl for placing 3 crosses at Evergreen Cemetery for the period of March 24th through April 1st

J. Brey introduced the request for placement of 3 crosses at Evergreen Cemetery.

J. Sladky made a motion to approve the request. A. Schema seconded the motion.

This document will be brought to Council.

Motion carried unanimously, no further discussion.

Discussion and possible action on submitting an application for the Wisconsin Department of Transportation's (DOT) STP urban Funding Program for S. 10th Street from Dewey Street to Viebahn Street

G. Minikel reported to the Committee that this funding would be for the 2014-2018 funding cycle and the application is due June 14, 2013. This is the final stretch of S. 10th Street (Dewey-Viebahn Street). The funding is 80/20.

J. Sladky said that this stretch is needed. G. Minikel stated that the PASER pavement condition rating is a 4 from Dewey to Manitou and a 3 from Manitou to Viebahn Street. G. Minikel was concerned with submitting as we are also requesting funding for the reconstruction of Dewey Street as well. S. 10th Street is in poor shape and in need of reconstruction. G. Minikel said that he is looking for approval to submit the application.

J. Sladky asked if there is anything holding us back from applying for both S. 10th Street and Dewey Street. G. Minikel stated that we could apply for both projects, but it is doubtful that we would get both projects funded in the same funding cycle due to the DOT's funding entitlements formula.

J. Sladky made a motion to approve the request to apply for funding for S. 10th Street from Dewey Street to Viebahn Street. A. Schema seconded the motion.

J. Brey mentioned the funding that we received from the Community Development Block Grant (CDBG) program for the S. 10th Street reconstruction in 2010. G. Minikel said that we would be able to take a look at it with help from a consultant, but isn't sure the funding would be available for this stretch.

G. Minikel stated that if we received the DOT STP Urban funding that the property owners would be assessed for the City's share of the costs, but this assessment would be significantly less than if there were no funding.

Motion carried unanimously, no further discussion.

Discussion and possible action regarding the existing DOT Local Roads Improvement Program (LRIP) project (2010-2011 Program) on Dewey Street from South 10th to South 18th Street

G. Minikel stated that the City submitted an application for this project back in 2009 and we received approval in 2010. The LRIP funding for this project is about \$78,000. However, the sunset date for this project is June 30, 2015, which means the project must be completed and reimbursement paperwork submitted by that date. This would likely mean construction would have to be completed in 2014.

G. Minikel is looking to move this funding to the west end of Dewey Street from S. 26th Street to S. 42nd Street. He felt that this segment of Dewey Street was in worse condition and the traffic counts are higher on the west end and would prefer doing this stretch first. He would like to find a different project to replace the east stretch with (South 10th to South 18th Street). After further thought, he stated that the funding for this project would have to be used by the June 30, 2015 deadline, so this would not likely be a good one to transfer to the west end of Dewey St. We should pick a different project that could be completed in 2014. G. Minikel stated that the only other two reconstruction projects he can think of for 2014 are W. Crescent Drive and Huron St. from N. 11th to N. 13th Street.

The Committee recommended for G. Minikel to look into other projects to replace the stretch of Dewey from South 10th to South 18th Street and bring back to a future meeting.

Discussion and possible action regarding the existing DOT Local Roads Improvement Program (LRIP) project (2012-2013 program) on Dewey Street from South 26th to South 42nd Street

G. Minikel stated that the City submitted an application for this project in 2011 and we received approval in 2012. The LRIP funding for this project is about \$78,000. However, the sunset date for this project is June 30, 2017, which means the project must be completed and reimbursement paperwork submitted by that date. This would likely mean construction would have to be completed in 2016.

A. Schema asked about the assessments as the street is less than 40 years old. G. Minikel said the assessments would be prorated based on the age of the street in accordance with Chapter 7 of the Municipal Code. If we are not looking to reconstruct Dewey Street then we need to replace with another project.

G. Minikel said that we need to complete any project by the date of June 30, 2017 for funding under this cycle. He is not looking for action at this meeting.

J. Sladky said he is more concerned with the business area of Dewey and Manitowoc Ice; although, Viebahn Street would be an alternative route.

A. Schema mentioned that a couple years ago the Committee discussed the possibility of sending letters to businesses asking their thoughts about reconstruction of Dewey Street. Engineering Dept. will have to look back and see if anything was sent out at that time.

Discussion and possible action on the Safe Routes to School Project for N. 8th Street and Michigan Ave

N. 8th STREET - G. Minikel said that we would like to continue moving forward with the N. 8th Street Safe Routes to Schools project. However, if we want to continue, we will need to remove approximately 12 feet of the bridge deck (8th St. bridge over Little Manitowoc River) to allow for a barrier wall to separate traffic from the sidewalk and a new higher railing. The cost is approximately \$120,000, which may not be funded as it wasn't submitted as part of the original funding. We are also starting to get concerned with the time frame and getting all of the plans, documents and land acquisitions completed in time to meet the DOT funding deadline. We must have an approved project for bidding by June 2014.

J. Brey said he was in support of this project, but the bridge design is hurting us.

G. Minikel wants to know if we should move forward with the project or if

we need to wait until Chairman Soeldner returns and discuss it at the next meeting.

J. Sladky said that he is in favor of the project as well; however, the subdivisions that are further out are harder to serve.

The Committee continued to discuss other options and re-routing the sidewalk to avoid the bridge.

There was also a question about the status of the land acquisition on N. 8th Street. G. Minikel said that we are not allowed to talk with the land owners at this time. The Design Study Report and Environmental Documents need to be approved prior to the City negotiating any land acquisition. The property owners need to be informed about their rights and have the acquisition process explained to them. This process is in place to protect the rights of the landowner.

J. Sladky said that the bridge is standing in the way of this project. The perfect sidewalk route isn't working at this time because of the cost of the bridge. He mentioned alternative routes to Johnston Drive.

G. Minikel said that there is money in 2013 budget for land acquisitions. There is also about \$25,000 left over from the 2012 Maritime Drive bridge project and he felt that we could possibly carry forward the money to help with the design costs for the partial replacement of the bridge deck. We will not know the status of the carry forwards until the Finance Committee and Council approves them.

The Committee decided to wait until D. Soeldner was back to discuss in more detail.

A. Schema requested a cost summary of all funding and rollovers and where we are at.

G. Minikel said that if we terminate the project, we will have to pay Strand for costs they have incurred to date, which is approximately \$8,000. We would also be responsible for any costs incurred by the DOT or their Local Program Management Consultant (SEH).

J. Brey asked if the LRIP Funding could be used towards this project. G. Minikel said no, probably not.

MICHIGAN AVE - G. Minikel said that since the St. Francis of Assisi school/church project has not moved forward to date that we are running into some unexpected problems. The Right-of-Way (R/W) was supposed to be dedicated with a CSM as part of the school/church project; however since their project has not moved forward this CSM and the R/W dedication has never happened. This complicates things with the DOT. G. Minikel talked to a DOT representative, Fred Radichel, and he said that this land could be donated and we would need to do this with the donation appraisal process, but a Right-of-Way Plat would be required. We did not anticipate having to develop a R/W plat for the Michigan Ave. project.

J. Sladky said that he is ok with walking away from this project.

J. Brey said that the kids at Riverview are either bussed or dropped off.

The Committee recommended calling the person in charge of the project.

Discussion and possible action on meeting time for future meetings of the Streets & Sanitation Committee

The Committee discussed the possibility to an earlier start time. D. Soeldner requested this item be put on the agenda and was absent from this meeting. The Committee decided to wait until the Chairman is present.

J. Brey said that he would be able to start at 5:30 or 6:00 if this works. A. Schema is on the Personnel Committee, which typically meets at 5:00 or 5:15 p.m.

We will discuss at another meeting when Ald. D. Soeldner is present.

Mike Check was present to discuss the Stormwater Resolution. Greg Minikel will work on getting this Resolution to Council.

J. Sladky made a motion to adjourn the meeting at 7:21 p.m. A. Schema seconded the motion.

Greg Minikel, P.E.
Interim Director of Public Infrastructure